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**Adams County Public Hospital District No. 3
Regular Meeting of the Board of Commissioners**

Thursday, October 20, 2016

HOSPITAL DINING ROOM

FY 2017 Budget Hearing 6:00 pm
Board Meeting: Immediately Upon Conclusion of Public Hearing

FY 2017 Budget Hearing

1. Call to Order
2. FY 2017 Budget Presentation by Mark Bunch
3. Acceptance of Public Testimony
4. Adjournment

Regular Board Meeting

1. Call to Order
2. Comments from Audience
3. Auxiliary Report
4. Medical Staff Report
5. Department Report
6. Conflict of Interest Declarations
7. Consent Agenda
 - A. September 22, 2016 Regular Board; October 18, 2016 Finance; October 19, 2016 Personnel Committee minutes.
 - B. Claims and payroll
 - C. Bad debts and charity care.
8. Patient Satisfaction Survey

9. Financial and Statistical Report

10. Old Business:

11. New Business:

A. Approval of Budget Resolution 16-04

B. Approval of Hospital Tax Resolution 16-05

C. Approval of EMS Tax Resolution 16-06

D. Approval of Meeting Adjournment Resolution 16-07

12. Administrative Report

Nursing Report

Patient Story

Strategic Planning

13. Articles

14. Process Feedback

15. No Executive Session

16. Adjournment



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**Adams County Public Hospital District No. 3
Board of Commissioners Public Hearing Minutes
Thursday October 20, 2016**

Present: Lynda Bowers, Shirley McCullough, Bob Carlson, Larry McCourtie

Others Present: Connie Agenbroad, Mark Bunch, Mindy Gonzalez, Rhonda Golladay, and Mary Garza

Call to Order: President McCullough called the hearing to order at 6:00 p.m.

Lynda Bowers made a motion to excuse Terry Thompson from the meeting. Bob Carlson seconded the motion. The motion passed unanimously.

Summary of FY 2017 Budget: Mark Bunch presented a summary of the FY 2017 operating and capital budgets, cash flow projections, hospital pricing comparison, and scenarios depicting a hospital price increase of 0%, 1%, 3%, 5%, 7% and 9% effective January 1, 2017.

Testimony from Audience: No testimony was submitted.

Adjournment: President McCullough declared the hearing adjourned at 6:32 p.m.

Respectfully submitted,

Bob Carlson

Bob Carlson
Secretary



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**Adams County Public Hospital District No. 3
Board of Commissioners Meeting Minutes
October 20, 2016**

Present: Shirley McCullough, Lynda Bowers, Bob Carlson, and Larry McCourtie

Others Present: Connie Agenbroad, Mark Bunch, Rhonda Golladay, Mindy Gonzalez, and Mary Garza

Call to Order: President McCullough called the meeting to order at 6:32 p.m. President McCullough announced that the meeting is being recorded. President McCullough asked if everyone could hear her. All present acknowledged they could hear her.

Larry McCourtie made a motion to excuse Terry Thompson from the meeting. Bob Carlson seconded the motion. The motion passed unanimously

Comments from Audience: None

Auxiliary Report: None

Medical Staff Report: Lynda Bowers made a motion to approve medical staff privileges for Integra Imagine/Teleradiology Dr. Melvyn Feliciano. Providence Health & Services Telestroke Neurology for Dr. Archit Bhatt, Dr. Lilith Judd, Dr. Amit Kansara, Dr. Theodore Lowenkopf, Dr. Bethany McClenathan, Dr. Tomoko Sampson, Dr. Biggya Saplota, Dr. John Zurasky, Dr. Sarabjit Atwal, Dr. Andrew Rontal, Dr. Benjamine Atkinson, Dr. Jennifer Pary, Dr. Todd Czatoski, Dr. Micheal Marvi, and Dr. Lisa Yanase. Larry McCourtie seconded the motion. The motion passed unanimously.

Department Report/Guest Presentation: None

Conflict of Interest Declarations: None

Approval Consent Agenda: Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) September 22, 2016 Regular Board; October 18, 2016 Finance; and October 19, 2016 Personnel Committee Minutes. 2) Claims and payroll in the amounts of \$1,359,888.29; 3) Bad Debts and Charity care in the amounts of \$198,917.57, and \$61,948.34 respectively. Larry McCourtie seconded the motion. The motion passed unanimously.

Patient Satisfaction: Mindy Gonzalez presented patient satisfaction surveys for Inpatient and ER services.

Financial Report: Mark Bunch presented FY 2017 Draft Budget. FY 2017 Budget Hearing will be held Thursday, October 20, 2016 at 6:00 pm

For the month ending, September, 2016, OCH incurred an operating loss (including approximately \$50,573 in hospital levy; \$39,765 in EMS levy) in the amount of \$100,556 with investment gain of \$33,382 for a total net loss of \$67,174; year-to-date operating loss (including approximately \$455,157 in hospital levy; \$357,885 in EMS levy;) was \$869,727 with investment gain of \$289,982 for a year-to-date loss of \$576,742.

Old Business: The new ambulance is here and is waiting for detailing and decals.

Commissioner's pictures have been selected and are in the processing of being matted and framed.

New Business: Approval of Budget Resolution 16-04: Bob Carlson made a motion to approve Resolution 16-04, authorizing a FY 2017 Budget with \$18,039,000 in operating expenses; \$2,803,450 capital expenditures, and a 5% average increase in hospital rates. Larry McCourtie seconded the motion. The motion passed unanimously.

Approval of Hospital Tax Resolution 16-05: Larry McCourtie made a motion to approve Resolution 16-05, authorizing a FY 2017 regular hospital levy in the amount of \$820,000. Bob Carlson seconded the motion. The motion passed unanimously.

Approval of EMS Tax Resolution 16-06: Larry McCourtie made a motion to approve Resolution 16-06, authorizing FY 2017 special EMS levy in the amount of \$530,000. Terry Thompson seconded the motion. The motion passed unanimously.

Approval of Meeting Adjournment Resolution 16-07: Lynda Bowers made a motion to approve Resolution 16-07, adjourning the November 24, 2016, regular Board meeting and rescheduling it to November 17, 2016 at 6:00 p.m. Bob Carlson seconded the motion. The motion passed unanimously.

Nursing Report: Rhonda Golladay reported there were no admission restrictions or diversions for August or September.

Patient Story: Rhonda Golladay presented an OB/NB case whereas the nursing department did an excellent job on assessing the mom and baby. Once the decision was decided to do an emergency C-section, it took about 21 minutes and a healthy crying baby was delivered within 23 minutes.

CEO Report: Connie Agenbroad reviewed a thank you letter received by the Emergency Department from a patient.

Connie Agenbroad thanked the staff for stepping up and taking care of things during her absence.

Connie Agenbroad reported that the Medical Staff and Nursing staff are working on a new policy for VBAC's. Communication has greatly improved between the medical staff and nursing. Providers are now notifying the nursing staff of a VBAC patient who wants to deliver at the hospital.

The only change to the policy at this time is when the OR staff, CRNA, and Medical Provider must be in house when the patient is in active labor, which is defined as 6 cm. Previously, the OR staff, CRNA and Medical Provider were required to be in house at the time of admission. They are still working on the policy and hope to have it completed by the end of the year.

On October 5, 2016, we had a “near miss” with a possible virus getting into our computer system. An employee used their work computer to open up his or her own personal email that had a virus attached. INHS was immediately notified and they were able to confine the virus and restore computers and files. There were two computers that were affected and three files on the server. Per INHS no data was taken, no breach occurred, and they do not believe this is a reportable incident. All employees have been notified and random audits will be conducted on each computer.

Mark Bunch reported the maintenance department is looking at possible LED light bulbs. Avista has a cost saving program that may benefit the hospital. Maintenance has installed some LED bulbs for staff to evaluate.

Mindy Gonzalez reported that we are expecting an increase on our medical insurance. Terry West, our broker, is still working with Blue Cross on this.

Mindy Gonzalez reported that effective January 1, 2017 all medical interpreters must be qualified. This includes any staff that might interpret. Mindy will be working with the department managers on this matter and prepare a list of employees who have interpreted in the past and if they will need to become qualified. The hospital does have Indemand, which is a computer interpreting service via telehealth.

Connie Agenbroad reported on a new federal nondiscrimination law. Mindy Gonzalez and Connie Agenbroad will be working on a new policy and working with Coverys for an all staff inservice. Connie Agenbroad has discussed this with Dulcye from CBHA and they are working on a policy and are willing to work with the hospital to ensure both are saying and asking the same questions.

Connie Agenbroad reported that approximately six (6) employees have lost family members during the last three months.

Articles: The Board reviewed articles regarding. “Washington Health Benefit Exchanges opens enrollment centers”, from KXLY.com, October 18, 2016; “Justice delayed? 6,000 rape kits sit untested” from seattlepi.com, October 16, 2016; “County health officer to order hospital’s to report overdoses” from snoho.com, October 12, 2016; “Kadlec signs partial deal for Premera coverage in 2017” from tri-cityherald.com, October 11, 2016; “Utah father’s \$39 hospital charge for skin-to-skin contact after baby’s birth go viral” from WSHA, October 5, 2016; “More health care workers need flu shots” from nbcrighnow.com, September 20, 2016.

Process Feedback: None

Executive Session: No executive session was held.

Adjournment: The meeting adjourned at 7:30 p.m.

Bob Carlson

Bob Carlson, Secretary